



**Minutes from the Regular Meeting of the Board of Directors
Monday, June 25, 2018**

The Board of Directors held a Regular Board Meeting on Monday, June 25, 2018. The meeting began at 6 p.m. and was held at the Mead School District Administration Office. Directors Denholm, Green, Olson, Burchard and Farley were present. Also attending were Superintendent Tom Rockefeller and Assistant Superintendents Ralph Thayer, Wayne Leonard, Jared Hoadley and Kevin Peterson. Assistant Superintendents Pam Veltri and Heather Havens were excused.

I. Approval of Agenda

Director Green made a motion to approve the agenda, as presented. Director Olson seconded the motion. The motion carried unanimously.

II. Approval of Minutes

Director Burchard made a motion to approve the minutes of the Regular Board Meeting of June 11, 2018, and Special Board Meeting of June 12, 2018, as presented. Director Farley seconded the motion. The motion carried unanimously.

III. Remarks for the Good of the Schools

There were no remarks.

IV. Continuing Business

**A. Second Reading Policy & Procedure 2029 Adoption
Animals as Part of the Instructional Program**

Superintendent Tom Rockefeller, filling in for Learning Services Assistant Superintendent Heather Havens, presented Policy & Procedure 2029, *Animals as Part of the Instructional Program*, for second reading consideration. If adopted this would be a new policy/procedure for the Mead School District.

This spring, over the course of several board meetings, the Mead School District, in conjunction with a revision to Policy 6800, looked at the subject of animals in classrooms and schools. Rather than address animals in the *Safety, Operations and Maintenance of School Property* policy, it was the board's recommendation that a policy and procedure, specifically addressing animals in the classroom, be brought forward.

The presented *Animals as Part of the Instructional Program* policy/procedure addresses requests to include live animals on a short-term (no more than three weeks) and a long-term basis and includes the guidelines that will be used in determining whether to grant or deny each request. The policy additionally states only animals approved as part of the instructional program are allowed in Mead School District classrooms and schools. Recommended changes were incorporated into the presented second reading draft.

There were no second reading changes recommended. The board requested the policy/procedure adoption be brought forward at the next board meeting as an action item.

**B. Second Reading Policy & Procedure 5406 Revision
Leave Sharing**

Human Services Assistant Superintendent Ralph Thayer presented a revision to Policy & Procedure 5406, *Leave Sharing*, for second reading consideration. This policy and procedure were adopted on March 27, 1997, and revised on May 21, 2012.

The presented revisions update the policy and procedure to comply with a new state law that allows an employee who is sick or temporarily disabled because of pregnancy, or who is on a parental leave, to be eligible for shared leave. This new law also allows an employee who is sick or temporarily disabled because of pregnancy disability, or using parental leave, to maintain up to 40 hours of annual leave and/or 40 hours of sick leave and still receive shared leave. There were no changes recommended at the June 11, 2018, first reading.

Director Olson made a motion to approve the revision to Policy & Procedure 5406, *Leave Sharing*, as presented. Director Green seconded the motion. The motion carried unanimously.

**C. Second Reading Policy & Procedure 5253 Adoption
Maintaining Professional Staff/Student Boundaries**

Human Services Assistant Superintendent Ralph Thayer presented Policy/Procedure 5253, *Maintaining Professional Staff/Student Boundaries*, for second reading consideration. If adopted this would be a new policy/procedure for the Mead School District.

The policy addresses the expectation that all employees maintain the highest professional, moral and ethical standards in their interaction with students. The procedure sets forth examples of unacceptable conduct and appearances of impropriety, reporting requirements for conduct violations, disciplinary action and dissemination of the policy/procedure to current and new employees.

The changes to the procedure recommended at the June 11, 2018, first reading were incorporated into the presented second reading draft.

Following discussion, there were no changes recommended at the second reading. The board requested the policy/procedure adoption be brought forward at the next board meeting as an action item.

V. New Business

A. Consent Agendas A & B

Director Green made a motion to approve Consent Agenda A, as presented. Director Burchard seconded the motion. The motion carried unanimously.

Director Olson made a motion to approve Consent Agenda B, as presented. Director Farley seconded the motion. The motion carried. Director Green abstained.

**B. Resolution 18-10
Budget Extension General Fund**

Business Services Assistant Superintendent Wayne Leonard presented Resolution 18-10, Budget Extension General Fund, for board consideration. State law requires that fiscal year budgets be adopted by August 31 each year. Extension (increases) to the appropriation level also need board approval. The law additionally requires that a public hearing be held, allowing public comments, when considering adoption of the budget or an extension.

Resolution 18-10 increases the appropriation level, or spending limit, for the General Fund by \$5,304,665. This extension is necessary because of the costs associated with higher than projected student enrollment in the 2017/18 school year. Adoption of this resolution will increase the General Fund budget for 2017/18 to \$126,802,498.

Director Farley made a motion to adopt Resolution 18-10, Budget Extension General Fund, as presented. Director Olson seconded the motion. The motion carried unanimously.

**C. Resolution 18-11
Budget Extension Transportation Vehicle Fund**

Business Services Assistant Superintendent Wayne Leonard presented Resolution 18-11, Budget Extension Transportation Fund, for board consideration. State law requires that fiscal year budgets be adopted by August 31 each year. Extension (increases) to the appropriation level also need board approval. The law additionally requires that a public hearing be held, allowing public comments, when considering adoption of the budget or an extension.

Resolution 18-11 increases the appropriation level, or spending limit, for the Transportation Fund by \$225,550. This extension is necessary to allow for the purchase of additional buses. Adoption of this resolution will increase the 2017/18 Transportation Fund budget to \$1,276,550.

Following discussion regarding seat belts in school buses, Director Olson made a motion to adopt Resolution 18-11, Budget Extension Transportation Fund, as presented. Director Burchard seconded the motion. The motion carried unanimously.

VI. Reports

A. Financial Report for the Month of May 2018

Business Services Assistant Superintendent Wayne Leonard presented a brief financial report for the month of May 2018. The district ended the school year with a student headcount just over 10,300.

B. Nurses Report

Student Services Assistant Superintendent Jared Hoadley introduced nurses Carrie Dinwoodie, Allison Cowart, Gret Jordan and Ruth Erb. Ms. Dinwoodie, speaking on behalf of the Mead School District nurses, shared information from the 2017-2018 school year from Health Services.

District nurses use the National Association of School Nurses (NASN) *Framework for the 21st Century School Nursing Practice* to guide their decision making for Mead School District students and staff. Each year they strive to employ strategies to promote a healthy and safe environment for students, staff and the surrounding community. Included in the report were graphs showing the following data from the past ten years:

- **Health Care Plans & Emergency Health Care Plans.** 2008/09 Health Care Plans = 514 (433 emergency) . . . 2017/18 Health Care Plans = 1148 (871 emergency).
- **Medically Fragile Students.** Less than 5 in 2007/08 . . . 30+ in 2017/18.
- **Medications & Treatments.** 2007/08 = 507 medications + 22 treatments . . . 2017/18 = 1500 medications + 56 treatments.
- **Specific Health Conditions.** Severe allergies: 311 (2008) . . . 298 (2018). Asthma: 698 (2008) . . . 517 (2018). Diabetes: 23 (2008) . . . 30 (2018).

Dr. Hoadley praised district nurses for their flexibility and ability to oversee, not only the day-to-day health needs of students, but also provide health department services for students attending Mead School District extra-curricular opportunities and summer offerings.

Following discussion, the board expressed their thanks and appreciation to district nurses and the entire Health Services department.

C. Superintendent's Report

Facilities and Planning Director Ned Wendle shared a brief update on the following projects:

- **Schematic Design** - The district is working with ALSC on the design of the five flagship projects approved by voters this past February (maintenance facility, transportation

facility, elementary school, middle school and athletic/performing arts venue). Mr. Wendle indicated he hopes to have architectural renderings available to share with the board in July.

- **Midway Renovation** - The project is scheduled for delivery no later than the end of August.
- **Shiloh Hills Renovation** - Demolition on the three classroom wings has been completed.
- **Mead High & Mt. Spokane Roofs** - Work has started at Mead High and work will begin at Mt. Spokane in the next three weeks. Both roofs are receiving a new industrial coating that includes a 20-year warranty.
- **Farwell Portables** - The district is in the process of bidding the earthwork and plumbing in preparation for a delivery in mid-July.
- **Mead High Tree Removal** - Trees on Hastings Road, adjacent to the student parking lot, are being removed to address wind storm and other safety concerns.

VII. Executive Session

At 6:45 p.m. Director Denholm called for an Executive Session of approximately 45 minutes for the purpose of reviewing the performance of a public employee.

At 7:30 p.m. Director Denholm returned the meeting to Open Session. No other business was discussed and no action was taken.

VIII. Adjourn

The meeting was immediately adjourned at 7:30 p.m.

President

Secretary